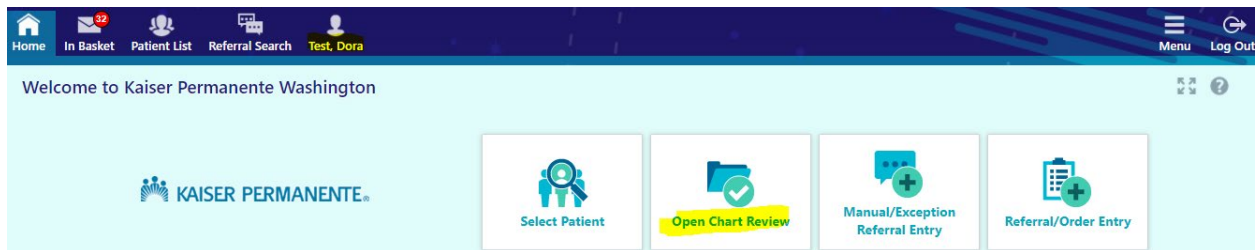
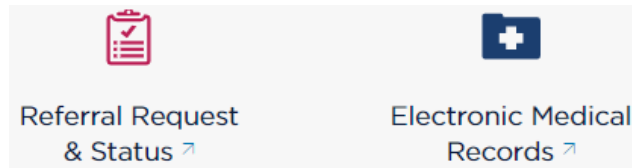
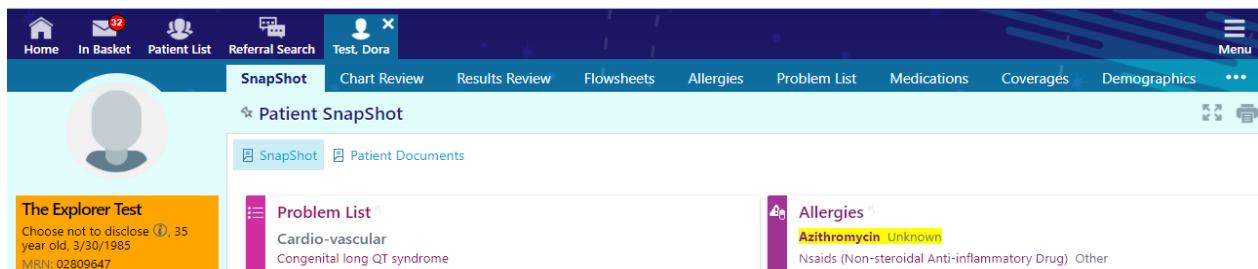


JOB AID: Utilizing Chart Access

Once chart access is requested, you will see a new tile upon log in using the Referral Request & Status or Electronic Medical record tool on the Secure Provider Portal



Select Member, and you are taken to the SnapShot screen or click Open Chart Review



The tabs across the top bring you to a more in-depth review of the information in the patient chart. This will reduce the need for notes to be faxed from our Kaiser Permanente clinics when the patients are referred.

Chart Review (2nd Tab next to SnapShot) allows you to review the following:

- Encounters
- Notes
- Laboratory
- Imaging*
- Procedures
- Cardiac Studies
- Medications **
- Referrals
- Episodes
- Other Order
- Letters
- Misc Reports
- Media

*Scanned document, radiology and EKG images are not able to be accessed via this method
 **Medications are only those filled at Kaiser Permanente pharmacies and the provider would need to confirm with the members

